

TOWN OF MANSFIELD  
FINANCE COMMITTEE MEETING  
MINUTES OF MAY 13, 2013

Members Present: Bill Ryan (Chair), Carl Schaefer, David Freudmann

Other Council Members Present: Paul Shapiro

Staff Present: Matt Hart, Cherie Trahan, Cynthia vanZelm, Curt Vincente

1. Meeting called to order at 6:04pm.
2. Minutes from 04/8/13 meeting approved as presented.
3. Opportunity for Public Comment – Betty Wassmundt, Old Turnpike Road, asked which Superintendent (Region 19 or Mansfield Board) received an iPad as reported in the Responses to Citizens questions. Ms. Wassmundt also expressed that she was troubled by the Town taking over ownership of the pump station by the Post Office.
4. The final report on Storrs Center relocation expenses was reviewed by the Finance Committee. Cherie Trahan noted that the “Total Paid” amount was incorrect on the worksheet included in the packet due to an error in a formula in the worksheet. The correct amount is \$552,860.80 with Leyland and the Town each paying \$276,430.40. Relocations are complete, closed out, and all payments have been received from Leyland. A corrected report was provided.

Cynthia vanZelm was available to answer questions and confirmed that the anticipated total amount of relocation expenses was \$750,000 with the Town being responsible for \$375,000.

Paul Shapiro made the observation that Husky Pizza received a relocation reimbursement but is also on the transfer of delinquent taxes to suspense. We are required by State law to pay relocation expenses and don't have the ability to apply this payment to delinquent taxes.

5. Curt Vincente provided some history on the fee waiver ordinance, the payments made since FY 92/93, and what the ordinance covers. The Committee discussed this item and agreed to make a recommendation to the Council to set up an ad hoc committee to review the fee waivers related to recreation programs.
6. The Committee reviewed the request to transfer delinquent taxes to suspense. Carl Schaefer asked what the reason “other” could possibly mean. Cherie Trahan will get an explanation from the Revenue Collector as to what “other” reasons include. Cherie will also ask the Revenue Collector to meet with the Finance Committee to review the various collection methods that are used to collect both real estate and personal property taxes. The Committee agreed to recommend approval of delinquent taxes to the suspense list per the attached list.
7. Cherie provided a brief overview of the status of current year revenues and expenditures, noting that overall actual revenues are anticipated to exceed budget, thereby providing an increase to Fund Balance. Expenditures are primarily running according to budget, with the exception of fire costs anticipated to exceed budget by up to \$50,000. We anticipate being able to cover this overage with surpluses from other items.
8. We are currently in the second year of a three year contract for audit services with Blum, Shapiro. State Statute requires that the Council appoint the auditors on an annual basis. The Committee will recommend appointing Blum Shapiro for the FY 2012/13 audit.

9. Other business/future agenda items.

10. Adjournment. The meeting adjourned at 7:09 pm.

**Motions:**

Motion to approve the April 8, 2013 minutes by David Freudmann. Seconded by Carl Schaefer. Motion so passed.

Motion to recommend approval of the transfer of delinquent taxes to the suspense list by Carl Schaefer, seconded by David Freudmann. Motion so passed.

Motion to recommend to the Town Council that they form an ad hoc ordinance review committee to review the fee waiver program for recreations programs (items J & K) by Bill Ryan, seconded by Carl Schaefer. Motion so passed.

Motion to recommend acceptance of the quarterly financial statements dated March 31, 2013 by Bill Ryan, seconded by Carl Schaefer. Motion so passed.

Motion to recommend appointment of Blum, Shapiro as the auditing firm for Fiscal year 2012/13 by David Freudmann, seconded by Carl Schaefer. Motion so passed.

Motion to adjourn.

Respectfully Submitted,

Cherie Trahan, Director of Finance